

JOB DESCRIPTION

JOB TITLE: Speech-Language Pathologist **GRADE:** 15

JOB CODE: 2602

DATE: 11/9/95

GENERAL FUNCTION: Under direction, performs responsible work in identifying, appraising, and interpreting communicative disorders of speech, voice, and language; administers audiometric screening evaluations; plans and provides remedial group and individual therapy programming as indicated; provides supervision for the speech pathology services of subordinate staff members as directed, and performs related work as required.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

Administers diagnostic evaluations for speech, voice, and language disorders for children and adults seen individually or in various medical examining clinics.

Administers audiometric screening.

Serves as a member of medical examining teams.

Provides speech, voice, language, and hearing therapy for children and adults with communicative disorders.

Integrates clinical work with other health care units.

Give special attention to the diagnosis and related therapy treatment for clients with cleft lip and palate conditions, cerebral palsy conditions, voice, fluency and hearing disorders.

Confers with physicians, other professional persons, and parents concerning the diagnostic and therapy program and the overall communication needs of the communicative handicapped. Assists in the organization and implementation of itinerant clinic programming as directed.

Maintains records and prepares reports as required.

SUPERVISION RECEIVED: General direction, working from broad goals and policies only; incumbent participates heavily in setting work objectives.

SUPERVISION EXERCISED: Supervisory responsible not required, however incumbent would coordinate and work with other staff in providing services.

JOB SPECIFICATIONS:

JOB TITLE: Speech-Language Pathologist (cont'd)

JOB CODE: 2602

Knowledge and Abilities:

Specialized knowledge of the basic principles of communicative disorders.

General knowledge of the basic principles of normal communication development and of disorders of the communication system.

Knowledge of speech pathology methods and techniques used in the diagnosis and treatment of communicative disorders or speech, voice, language and hearing.

Ability to work with disabled individuals.

Ability or exercise good judgement and tact in working with individuals.

Ability to keep technical and professional records and to make appropriate reports and recommendations.

Minimum Education, Training, and Experience Requirements: Master's degree from a recognized college or university with major course work in speech pathology. Must possess current or interim licensure from Kentucky. No experience required

The intent of this job description is to provide a representative summary of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

JOB DESCRIPTION

JOB TITLE: Audiologist

GRADE: 15

JOB CODE: 2606

DATE: 3/28/95

GENERAL FUNCTION: Under general supervision, performs responsible work in identifying, appraising, and interpreting communicative disorders of hearing; participates in the hearing conservation program; participates in habilitative and rehabilitative programming, including hearing aid recommendations and evaluations, auditory training, and speech reading; provides supervision of the audiological work of subordinate staff members as directed; and performs related work as required.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

Performs complete audiological diagnostic evaluations, including hearing aid evaluations and hearing aid checks.

Serves as a member of medical examining rooms.

Provides aural habilitation/rehabilitation as necessary.

Participates in training sessions for hearing conservation programming.

Confers with physicians, other professional persons, and parents concerning communicative disorders of hearing and the overall communication needs of children and adults.

SUPERVISION RECEIVED: General direction, working from broad goals and policies only; incumbent participates heavily in setting work objectives.

SUPERVISION EXERCISED: No supervisory responsibility required. However incumbent would coordinate activities with other staff

JOB SPECIFICATIONS:

Knowledge and Abilities:

General knowledge of basic principles of communicative disorders.

Considerable knowledge of audiology methods and techniques used in the diagnosis and treatment of communicative disorders of hearing which may also involve speech, language, auditory behavior, and other aberrant behavior related to hearing loss.

JOB TITLE: Audiologist (continued) **JOB CODE:** 2606

Complete knowledge of audiometric instruments.

Ability to work with handicapped individuals.

Ability to plan and to work effectively with related professionals.

Ability to exercise good judgment and tact in working with individuals.

Ability to keep technical and professional records and to make appropriate reports and recommendations.

Minimum Education, Training, and Experience Requirements: Master's degree or the equivalent from a recognized college or university with major course work in audiology. Must be licensed or have interim license in Audiology in Kentucky.

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JOB DESCRIPTION

JOB TITLE: X-ray Technician

GRADE: 12

JOB CODE: 2608

DATE: 11/9/95

GENERAL FUNCTION: Under general supervision of a health officer or nursing professional, takes and develop x-ray film; and does related work as required.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

Loads x-ray film cassettes.

Takes radiographs.

Develops, fixes, washes, dries, and files x-ray film.

Prepares solutions.

Requisitions supplies and materials.

Keeps records of x-ray film, unit activities, and related records. Assists in the care and maintenance of x-ray equipment.

Assists in scheduling and arranging for x-ray clinics.

Assists in general office work.

SUPERVISION RECEIVED: Moderate supervision under standard operating procedures; incumbent occasionally can function autonomously, with supervisor available to answer questions.

SUPERVISION EXERCISED: No supervisory responsibility

JOB SPECIFICATIONS:

Knowledge and Abilities:

Knowledge of modern x-ray equipment.

Ability to cooperate and work with others.

Ability to make accurate and intelligent observations.

JOB TITLE: X-ray Technician (continued)

JOB CODE: 2608

Ability to adjust rapidly to working conditions.

Minimum Education, Training, and Experience Requirements: Must possess a current temporary, provisional, general or limited certificate as an X-ray Technician issued by the department for human resources.

No experience required.

The intent of this job description is to provide a representative summary of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

JOB DESCRIPTION

JOB TITLE: Occupational Therapist

GRADE: 16

JOB CODE: 2610

DATE: 11/9/95

GENERAL FUNCTION: Under the general supervision of appropriate medical personnel, has immediate charge of occupation therapy program planning and evaluation in a local health department , out-patient clinic and/or treatment center. May be responsible for coordinating and activating an affiliate occupational therapy program through agreement with various colleges and universities; and does related work as required.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

Plans and implements occupational therapy programs and activities.

Interprets recommendations, interviews and assesses capacities and limitations.

Reviews progress reports and consults with appropriate personnel.

Prepares and presents pertinent professional records and reports.

Consults and collaborates with psychiatrists in the placement of patients in occupational therapy work.

Initiates contact with appropriate individuals, allied professional and administrative personnel.

Explains, demonstrates, and interprets the role and function of occupation therapy.

Performs other duties as required.

SUPERVISION RECEIVED: General direction, working from broad goals and policies only; incumbent participates heavily in setting work objectives.

SUPERVISION EXERCISED: No supervisory responsibility. However the incumbent would coordinate activities with other staff

JOB SPECIFICATIONS:

Knowledge and Abilities:

Thorough knowledge of the principles and practices of professional level occupation therapy work.

JOB TITLE : Occupational Therapist (continued)

JOB CODE: 2610

Considerable knowledge of departmental rules and regulations.

Ability to keep professional and technical records.

Skill in the use of craft tools found in occupational therapy.

Ability to plan, organize, assign, supervise, and inspect the work of others.

Considerable understanding of the problems of physically handicapped children, youth and/or adults.

Minimum Education, Training and Experience Requirements: Bachelors degree from a college with an educational program in Occupational Therapy accredited by the American Occupational Therapy Association. Must be licensed by the Kentucky Occupational Therapy Board.

The intent of this job description is to provide a representative summary of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

JOB DESCRIPTION

JOB TITLE: Physical Therapist

GRADE: 16

JOB CODE: 2612

DATE: 11/9/95

GENERAL FUNCTION: Under the supervision of appropriate medical personnel, directs and supervises a physical therapy program for a local health department and does related work as required.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

Assists the physician in evaluating the patient's level of function and helps develop the plan of treatment.

Treats patients to relieve pain, develop or restore function and maintain maximum performance, using physical means, such as exercise, massage, heat, water, light, and electricity, making use of any available equipment.

Arrange for the provision on an out-patient basis of services which involve the use of equipment which cannot be made readily available in the patient's home.

Observes, records, and reports to the physician the patient's reaction to treatment and any change in the patient's conditions.

Instructs patients in care and use of wheelchairs, braces, crutches, canes, and prosthetic and orthotic devices.

Instructs other health team personnel including, when appropriate, home health aides, and family members in certain phases of physical therapy with which they may work with the patient.

Instruct family on patient's total physical therapy program.

Participates in conferences with health team personnel for the purpose of planning and evaluating total patient care in individual cases.

SUPERVISION RECEIVED: General direction, working from broad goals and policies only; incumbent participates heavily in setting work objectives.

SUPERVISION EXERCISED: No supervisory responsibility required. However incumbent would coordinate services with staff

JOB TITLE: Physical Therapist (continued)

JOB CODE: 2612

JOB SPECIFICATIONS:

Knowledge and Abilities:

Knowledge of the modern techniques, principles, and practices involved in the administration and application of a physical therapy program.

Thorough knowledge of departmental rules and regulations.

Considerable knowledge of laws affecting the treatment of mentally and physically handicapped persons.

Ability to work effectively with lay and professional groups and children.

Ability to write and interpret professional and technical reports and papers.

Ability to plan, arrange, assign, supervise, and inspect the work of others.

Ability to write professional and technical papers and reports.

Minimum Education, Training and Experience Requirements: Must be licensed as a Physical Therapist by the Kentucky State Board of Physical Therapy. No experience required.

The intent of this job description is to provide a representative summary of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description.

JOB DESCRIPTION

JOB TITLE: Physical Therapy Assistant

GRADE: 11

JOB CODE: 2620

DATE: 11/9/95

GENERAL FUNCTION: Under the supervision of a licensed physical therapist performs technical physical therapy procedures and activities; and performs other duties as required and as permitted by law or regulation. (By Administrative Regulation 201 KAR 11:101, a Physical Therapist's Assistant must work under the supervision and direction of a licensed physical therapist.)

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

Works with patients needing rehabilitation and physically or mentally handicapped patients needing long term intervention; procedures may include in hydrotherapy, therapeutic exercises, and other habilitation procedures.

Observes, records and reports regularly to supervisor on patient's condition, progress and behavior.

Minimum Education, Training, and Experience Requirements: Must be certified as a Physical Therapist's Assistant by the Kentucky State Board of Physical Therapy.

The intent of this job description is to provide a representative summary of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description.